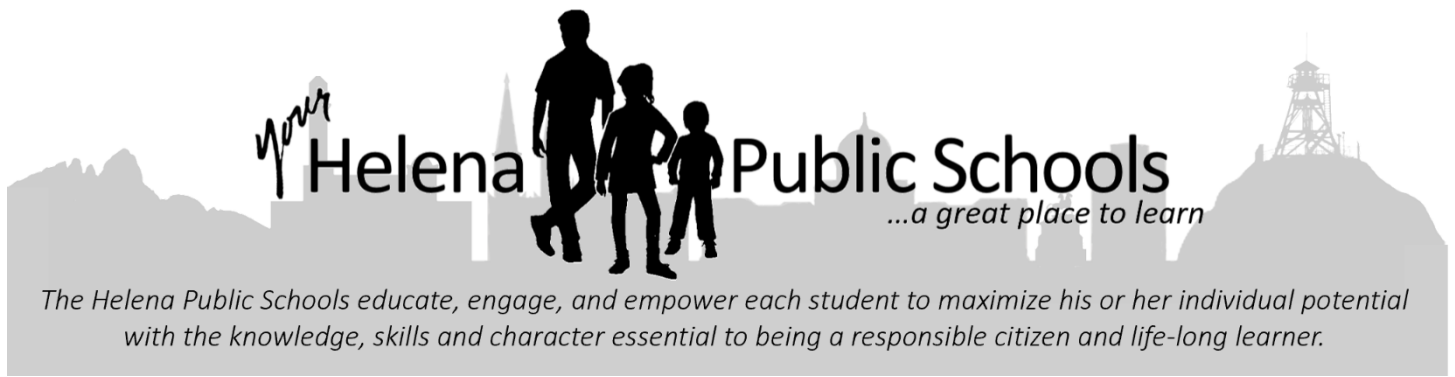




**Board of Trustees  
Facilities & Technology Committee Meeting**

Monday, October 13<sup>th</sup>, 2025– 12:00 p.m.

Lincoln Conference Room and Microsoft Teams

Members of the public are able to attend remotely by clicking here:

**[Join the meeting now](#)**

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**AGENDA**

- I. CALL TO ORDER/INTRODUCTIONS
- II. REVIEW OF AGENDA
- III. **GENERAL PUBLIC COMMENT:** *This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*
- IV. REVIEW OF 9.9.25 FACILITIES & TECHNOLOGY COMMITTEE MEETING MINUTES
- V. NEW BUSINESS
  - A. Technology Monthly Update
  - B. Facilities Monthly Update
- VI. BOARD & SUPERINTENDENT COMMENTS
- VII. ADJOURNMENT



**Board of Trustees  
Facilities & Technology Committee Meeting**

Monday, September 8<sup>th</sup>, 2025

12:00 p.m.

Lincoln Campus & TEAMS

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## **MINUTES**

### **ATTENDEES**

#### **Trustees:   Others:**

Siobhan Hatthorn, Committee Chair  
Janet Armstrong, Trustee

Todd Verrill, Facilities Director  
Barb Ridgway, Chief of Staff  
Rex Weltz, Superintendent  
Lona Carter, Student Health Services  
& Special Education Director  
Kaitlyn Hess, Data & Federal  
Programs Director  
Justine Alberts, Assistant  
Superintendent PreK-5  
Jane Shawn, HEA President  
Gary Myers, Educational Technology Director  
Josh McKay, Assistant Superintendent 6-12  
Janelle Mickelson, Business Director  
Keri Mizell, Human Resources Director  
Taylor Lassiter, Communications Specialist  
Candice Delvaux, Executive Assistant  
Emmett Pierson, Help Desk Technician

### **I.   CALL TO ORDER & INTRODUCTIONS**

Trustee Siobhan Hathhorn called the meeting to order at 12:02 p.m. Following the call to order, members of the Facilities & Technology Committee and other attendees introduced themselves.

## **II. REVIEW OF AGENDA**

The committee reviewed the agenda, and no changes were requested.

## **III. GENERAL PUBLIC COMMENT**

There was no general public comment.

## **IV. REVIEW OF MINUTES**

The Facilities and Technology Committee reviewed and accepted the 5.12.25 Facilities and Technology Committee Meeting minutes.

## **V. NEW BUSINESS**

### **A. Overview of Summer 2025 Technology Projects**

Mr. Gary Myers, Educational Technology Director, gave an overview of summer 2025 technology projects to the Facilities and Technology Committee.

#### Technology Update Summer 2025

##### State Reporting:

- Additional Charter School Work
- Early Literacy Reporting

##### Summer Work/Applications:

- Windows 11 Update Progress
- Moved Co-Managed Devices to Intune
- Implemented Microsoft Authentication on Chromebooks
- Copier Installations
- Ending Support for Google Chrome Browser
- Ticket statistics for August (School Startup):
  - Tickets Created: 984
  - Tickets Solved: 841
- New Help Desk Technician, Emmett Pierson

##### Summer Chromebook Work:

- Chromebook PowerWashing
- Cart Maintenance

#### Network and Systems:

- Interactive Panels in every classroom at Broadwater
- New network engineer starting September 17
- Need for new Video Storage (NVR)
- Updates to MS-ISAC (Multi-State Information Sharing and Analysis Center) funding
- Still receiving CISA Updates

#### Tech Levy Budget Impact:

- \$1.1 Million from 2004 Tech Levy
- \$2 Million from General Fund/Interlocal

Mr. Myers addressed all questions proposed by the Facilities and Technology Committee regarding the information he presented.

### **B. Overview of Summer 2025 Facilities Projects**

Mr. Todd Verrill, Facilities Director, gave a monthly facilities update to the Facilities and Technology Committee.

#### Elementary Schools: 11 Projects-7 Schools

##### Smith:

HVAC

Kinder Sprouts Playground

Lunch Tables

##### Rossiter:

Gym Floor Rehab

Lunch Tables

Sierra Park Sod

##### Four Georgians:

Kitchenette

Fire Doors

##### Central, Warren, Kessler:

Kinder Sprouts Playgrounds

##### Jefferson:

Flooring

### **Middle Schools: 8 Projects-2 Schools**

#### **Helena Middle School:**

Exterior Restoration  
Flooring  
Bathroom Stalls  
Sink Hole Repair  
Concession Stand

#### **C.R. Anderson Middle School:**

Bathroom Stalls  
Flooring

### **High Schools: 9 Projects-2 Schools**

#### **Helena High School:**

Boiler Rehabilitation  
Partial Roof  
Flooring  
Gym Floor

#### **Other Projects:**

- Exterior Painting
- Grounds Maintenance
  - 600 Acres Mowed
- School Deep Cleaning
- Bleed Control Kits Install

Work Orders: 1270

Mr. Verrill addressed all questions proposed by the Facilities and Technology Committee regarding the information he presented.

#### **VI. BOARD/SUPERINTENDENT COMMENTS**

There were no further comments.

#### **VII. ADJOURNMENT**

Trustee Siobhan Hathhorn adjourned the meeting at 12:48 p.m.

# Technology Update

## September 2025

### **State Reporting:**

- Count Day October 6
- Teacher Class, Programs, Other

### **Applications:**

- Restart issue
- Ticket statistics for September:
  - Tickets Created: 975
  - Tickets Solved: 952

### **Surplus Conclusion:**

- Working with new E-waste contractor from Idaho
- HMS basement clearer than ever

### **Network and Systems:**

- Phone system Changes
- Central School power outage after action report
- Introducing New Network Engineer, Chris Grau

### **Device Purchasing:**

- Chromebooks
- Staff Devices
- New Website RFP

### **Tech Levy Budget Impact:**

- \$1.1 Million from 2004 Tech Levy
- \$2 Million from General Fund/Interlocal

## Facilities and Maintenance Update

### October 2025

#### Projects Last 30 Days:

- Rossier toilet replacement (20 toilets total)
- Annual maintenance:
  - Air handler/exhaust fan routine maintenance (filter, lube, motor replacement, function checks, etc.)
  - Irrigation and fall cleanup
- KinderSprouts (playground fences and play sets)
- Vigilante Stadium lighting upgrades
- Fall sports support (soccer, football practice fields and Vig)
- Sierra Park grass installation (added 15,000 sf of sod)

#### Current Projects

- Bryant boiler flue repairs
- CRA parking adjustments
- HMS/Vigilante Stadium fencing upgrades
- HMS sidewalks

#### Staff:

- Hired two new employees (plumber and grounds/maintenance)

#### MAR Work Orders

**Completed: 379**

## Custodial Update

#### Custodial Projects:

- KinderSprouts classroom setup
- Hawthorne reorganization
- After school event support (sports, homecoming, etc)
- HHS library podcast room carpet installation
- School cleaning protocol improvements

#### Staff:

- Current # vacancies: 10

## Safety and Security Update

- Fire marshal inspections
- Carbon monoxide alarm installation at all schools
- Plumbing replacement in conjunction with state DEQ (funding available for Warren and Rossiter)
- Fire safe curtains for Jefferson auditorium stage
- Training:
  - Montana Safe Schools Center Conference
  - Stop the Bleed
  - DHS

## [Bond Update](#)

### Helena High School

- Architect RFQ
  - Submissions due today (13 OCT 2025) by 2:00pm
  - Submission review tomorrow
  - Interviews next Tuesday (21 OCT 2025)
  - Special Board Meeting to select architect (24 OCT 2025)
- ALTA survey
- Geotechnical investigation
- HAZMAT facility survey

### Capital High School

- Architect RFQ currently advertised
  - Submissions due 27 OCT 2025
- ALTA survey
- Geotechnical investigation
- HAZMAT facility survey

### Kessler Elementary School

- ALTA survey
- Geotechnical investigation
- HAZMAT facility survey

### Other

- Met with city to establish baseline working relationships for the duration of the projects
- Coordinating with Secure Environment Consultants for school design assistance